

MINUTES OF FULL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER
PONTYPOOL COMMUNITY COUNCIL OFFICES
WEDNESDAY 26th FEBRUARY 2020

In attendance:

Councillor: Ms K. Arthur (In the Chair) Mrs E. Chilcott JP, Miss L. Clarkson, G. Davies, Mrs E. Hunt, Mrs G. E. James, N. Jones, J. Killick, R. Mills, R. Overton, Mrs N. P. Parrish, B. Taylor JP and Mrs J. Taylor

Also in attendance: Mr T. Moody, Press

Officers: Mrs R. Tucker, Ms J. Wright

307. **Questions from the Public**

There were no questions from the Public.

308. **Apologies**

Apologies were received and accepted from Councillors N. Byrne, N. Simons, Mrs J. E. Jones, A. Lang, K. James, Mrs R. Matthews, M. Ford and B. Rapier

RESOLVED: that the apologies be recorded.

309. **Declarations of Interest**

Councillors Mrs G. E. James, N. Jones and Mrs N. P. Parrish declared an interest on any item on the agenda relating to Torfaen County Borough Council.

RESOLVED: that the declarations of interest be recorded.

JW

310. **Chairman's Announcements**

15th February 2020

"Surreal" an exhibition of photographs by Dr Robert Organ at Torfaen Museum

Attended by Chair and Leader of Council

RESOLVED: that the Chair of Council be thanked for attending the event(s) on behalf of the Council.

311. **Council meeting**

The Council received the minutes of the Council meeting held on 29th January 2020.

RESOLVED: that the minutes of the Full Council Meeting held on the 29th January 2020 be approved as a true record.

JW

312. **Policy & Finance**

The Council received the minutes of the Policy & Finance meeting held on the 5th February 2020.

RESOLVED: that the minutes of the Policy & Finance meeting be approved as a true record.

313. **Notice of Resignation**

The Clerk informed Council that Councillor K. James had put in writing his resignation as a Community Councillor due to business and personal reasons. The Council formally accepted his resignation and the Leader asked that a letter be sent to Cllr James thanking him for his immense input over the time he had spent as a Community Councillor stating he would be greatly missed, this was endorsed by all members present. The Deputy Leader also added that the sharing of his legal knowledge over the last several years at various Council meetings had also proved to be invaluable.

The Clerk explained that Torfaen would be notified the following day of the vacancy and the Elections team would then put a vacancy notice together which would be well advertised on all the Community Council notice boards as well as the Council's website. It was unanimously agreed that if an election was not called then an item would be placed on the next Council meeting to co-opt.

	<p><u>RESOLVED:</u></p> <p>(i) that the Council accepts Councillor K. James resignation and the Clerk contacts the Elections team at Torfaen to notify them of the vacancy.</p> <p>(ii) that a thank you letter is sent to Councillor James as outlined above.</p>	<p>RT</p> <p>JW</p>
314.	<p><u>Planning Applications</u></p> <p>Members received and considered Torfaen County Borough Council Planning Applications. Observations made are attached to the minutes.</p> <p><u>RESOLVED:</u> that observations as outlined be submitted to Torfaen County Borough Council.</p>	<p>AA/CP</p>
315.	<p><u>Plenary Powers</u></p> <p>Members received planning observations made in conjunction with the Clerk.</p> <p><u>RESOLVED:</u> that the Plenary Power observations be noted.</p>	<p>AA/CP</p>
316.	<p><u>Planning Determinations</u></p> <p>Members received and noted Torfaen County Borough Council planning determinations including reasons for approvals or refusals.</p> <p><u>RESOLVED:</u> that the planning determinations be noted.</p>	<p>AA/CP</p>
317.	<p><u>Highways Act 1980 – s119</u></p> <p>The Council received a copy of the notice, order and plan for the diversion of public footpath No. 9 at Ysgol Gyfun Gwynllyw, Pontypool.</p> <p><u>RESOLVED:</u> that the information be received and noted.</p>	
318.	<p><u>Pontypool and New Inn Railway Station</u></p> <p>The Council received a reply from Ms K. Williams at Network Rail in relation to Pontypool and New Inn</p>	

Railway Station. The Council were very disappointed to learn that Network Rail have no plans to install toilets at this station especially when there are no public toilets anywhere within this area and this be reported back to Network Rail.

RESOLVED: that the reply be received and the Council relay its disappointment to Network Rail.

JW

319. **Free Trees**

The Council received a report on Free Trees supplied by the Woodland Trust. Cwmbran Community Council had received trees which were planted by local schools. Pontypool Community Council would investigate this for the Autumn planting.

RESOLVED: that this be further investigated.

RC

320. **PA System**

The Chair of Policy & Finance informed the meeting that the purchase of a PA system had been agreed at February's Policy and Finance meeting, however it had been placed as an item on Council to obtain further information. It was unanimously agreed that the QTX Portable PA system and accessories be purchased for use at Council events at a cost of £255.92. Councillor Byrne's expertise had been sought on which would be the most suitable PA system for the Council to purchase.

RESOLVED: that the QTX Portable PA system and accessories be purchased at a cost of £255.92

AA

321. **Local Government and Elections (Wales) Bill**

It was agreed that this item be placed as an item on March Council in order to give members a chance to read the briefing report which had been summarised by the Clerk from the One Voice Wales response to the Bill. The Clerk stated that she had condensed the document to outline the main points in respect of how this bill will affect Community Councils and specifically Pontypool Community Council. The Council thanked the Clerk

for summarising the document which would now be sent to members electronically.

RESOLVED: that the Clerk be thanked for the work undertaken on summarising this document which would not be sent out electronically.

RT

322. **Armed Forces Covenant**

The Council received an e-mail from Mr A. Vernon-Jones, the Welsh Language and Armed Forces Policy Officer at Torfaen in respect of re-signing the Armed Forces Covenant in June 2020, which will coincide with the Royal Welsh Freedom of the Borough parade and welcoming the Community Council's contribution towards the event to re-sign the Armed Forces Covenant. The Council fully supported this request and would wait for more details as outlined in the e-mail in order to be able to fully support this request

RESOLVED: that Pontypool Community Council fully supported the request as outlined above and wait for further details.

RT

323. **Computers**

The Chair of Establishment informed members that the interview selection panel which had been approved by Council to interview 2 IT companies ORBITS.IT and CCSW had met with both companies on Friday the 14th February and the panel was recommending to Council that the bid from ORBITS.IT be approved. In the first instance 6 laptops and 1 desktop would be purchased for all the staff along with all the costs associated with setting this up and this one off figure would be £8,996.40 and then a monthly cost of £465.72. After this initial set up Councillors would be able to opt in to having their own Council e-mail address set up by ORBITS.IT whereby members would be able to opt in to having access to all agendas, minutes, policies and reports (which would include reports the Council received from third parties, such as One Voice Wales, Torfaen County Borough Council, Welsh Government etc. It would include letters that it was appropriate for members to see and which were being filed, e.g. from the Council's European partners, from voluntary organisations thanking the Council for grants, invites to

events etc. The e-mail address would be used for Council business but not private business.

RESOLVED:

(i) that the Council approves ORBITS IT as the Council's IT provider with a one off figure of £8,996.40 with a monthly cost thereafter of £465.72

(ii) that members note they have the choice of opting in to having a Council e-mail address

CC/
LM

CC

324. **Membership of One Voice Wales**

The Committee was asked to approve membership of £5640 for One Voice Wales for 2019-2020. It was unanimously agreed to renew its membership. The Deputy Leader made reference to a number of questions that had been brought up at the budget day about the benefits of the Community Council being a member and One Voice Wales had answered a number of questions

RESOLVED that the membership of One Voice Wales be renewed for 2019-2020 at a cost of £5640.00

CC

325. **Youth Council**

The Council received the minutes of the Pontypool Youth Council meeting held on the 20th November 2019 and they were approved subject to the Council noting the next meeting of the Youth Council would be Wednesday 11th March.

The Deputy Leader referred to item 8 which was headed the Settlement but should be referred to as the Youth Project. He explained that he, the Leader and the Clerk would be meeting with a senior member of the Education staff the week after next regarding taking the Youth Project forward, however he was unable to speak at the last Youth Council meeting due to Purdah. He added that it had previously been agreed at a Policy & Finance meeting that the Community Council would go ahead with the Youth Project on the proviso that Torfaen match fund the amount the Community Council would be willing to contribute based on his previous report that was presented to November's Policy and Finance meeting and be able to provide the staff resources

needed in order for the project to be a success. He would hopefully be in a position by the next Council meeting to give an update on the position.

RESOLVED:

(i) that the minutes of the Youth Council be approved with the Council noting the date of the next meeting.

RT

(ii) that an update on the Youth Project would be given at the next Council meeting.

**Cllr
JK**

326. **EXCLUSION OF PRESS AND PUBLIC**

By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

327. **Amazing Tree**

RESOLVED:

(i) that Option 2 as outlined be chosen in respect of the interpretation board at a cost of £669.50 as well as 3 signage posts at a cost of £366 plus vat and the form to the Woodland Trust be completed with immediate effect.

(ii) that Mr L. Steer of Tree Scape Consultancy be approved by Council to produce a specialist tree report at a cost of £640.60.

328. **Personnel Matter**

Chair of Council

